

Town Meeting Coordinating Committee
Minutes for Wednesday January 23rd 2013
3:00 – 5:00
Diana Romer Room, Town Hall

Present: Peggy Roberts, Mary Streeter, Alan Powell, Nonny Burack, Melissa Perot.

Absent: Patricia Holland and Carol Gray.

Peggy called the meeting to order at 3:09.

1. Planning ahead

- **Greening Amherst Forum** is going forward. Amherst Media has been contacted. The Town Meeting website does not have the announcement up yet but should by evening. Mary will talk to Kris about a news flash item and creating a banner as well. Scott Merzbach phoned Peggy for background information for an article.
- **Postcards** to TM members whose terms have expired, have been sent out by Nonny. Alan has made a 'poster' that he will edit and email to the committee for copying and posting in public places. Mary will put out a news flash on the website and Peggy will put a blurb in the newspaper giving the February 19th deadline for nominations.
- **Town Election.** Peggy and Mary Jane Laus for LWV will arrange a meeting with the Town Clerk to obtain election results.
- Copies of the **1996 Zoning Primer** were passed around. How to get it updated? The Planning Board is probably too busy? Possibly TMCC could do an update and have it approved by the Planning Board and Select Board. Alan took a copy and will OCR it before emailing it for edits, hopefully to include unanimous recommendation of TMCC to the Select Board to have the same submission deadlines for petition articles and board articles. It was suggested to include that the final Select Board meeting be scheduled at least 24 hours before the start of a session of Town Meeting if it concerns an article to come before that session so that the public could attend the meeting or view it on TV. Melissa will check with Stephanie on this.
- Melissa will review **Guidelines for Petitioners** by Carol Gray and make suggestions if needed, following her recent experience in presenting a petition article.
- Preparations for **Annual Town Meeting.** Nonny will contact the facilitators office at ARMS to determine which room can best be used for the orientation of new TM members. Peggy will make the room reservation following next the TMCC meeting. The Warrant Review date is set for April 23rd. Precinct Meetings are set for 1 & 2 on 29th, (Nonny will confirm Lutheran Church availability), and for 7 & 8 on the 30th. Others to be arranged. The Bus Tour is on April 28th. Alan reminded us that a bus with a PA system should be requested.
- No other projects at this time.

2. Budget. Alan reported that **dependent care** is in the budget as a separate line item.

3. Scheduling of Meetings. Next meeting **February 6th at 3:00pm**

Documents distributed: Agenda.
Schedule for Greening Amherst Forum
Draft of Eligibility & Process for becoming a Town Meeting member

The meeting adjourned at 4:50

Melissa Perot, recorder for Pat Holland
Approved on February 6, 2013